Gmail

**jobs Wbproject <jobswbproject@gmail.com>**

# Request for the job for the post of "Office Assistant".

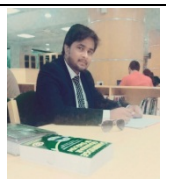
1 message

**Attah Hussain** <attah1927@gmail.com> Fri, Dec 23, 2022 at 2:22 AM
To: "jobswbproject@gmail.com" <jobswbproject@gmail.com>

R/sir, mam
My Name is Atta Hussain and clear my graduation from Iqra University Karachi.
I am applying for the post of "Office Assistant" because I have an experience in related field morever my all data as well as qualification, skills and experience mention in my cv.
Thank you.

**Atta Hussain CV.docx**
30K

# CV




***Name*** Atta Hussain
***Father Name*** Siddiq Ali
***Date of Birth*** Feb,2-1999
***Contact number*** 0301-7610565/0300-3188293
***Gmail*** attah1927@gmail.com
***Address*** Tanoor Qaloni near Marvi goth Quaidabad malir karachi

***Personal features*** Eagerness to learn, Hardworking, Work endurance, Creativeness, Willing to work overtime.

## Objective

I am graduated BE(Electronics) from Iqra university karachi with CGPA 2.6, seeking a position that will allow me to use my skills of my office management, my practical experience, strong interpersonal skills, as well as my eagerness to contribute to a quality company. Moreover, I would like to work in professional and active environment within my job.

## Skills

- Ms office
- Knowledge about industrial electronics
- Multisim circuit Designing
- Problem Solving
- Management Skills
- Interpersonal communication

## Experience

- Two months internship in (Sepco), sukkur electric power company.
- Sales product electrical/electronic - June 2020 to December 2020.
- Field work, office work and campaign management at Revenue office Gambat– July 2016 to September 2017, august 2021 to September 2022.
- Two months internship, Bio electronics at CMC larkana.